

**Town of Milton
Board of Adjustments
Historic Preservation Board
September 26, 2006**

Chairman John Collier opened the meeting of The Historic Preservation Board

Members Present: John Collier Jack Vessels Brenda Burns
 Joan Martin-Brown Matt Dotterer Marion Jones
 Larry Savage

Others Present: Robin Davis John Brady

Chairman John Collier opened the meeting.

1. Workshop – discussion on meeting procedures.

Mr. Brady: discussed concerns that the court system has had regarding the taping of meeting. The court is having trouble hearing the tapes, discussion on the tapes is disrupted by other conversations, when the tape is stopped to flip over, etc. the discussion is lost, and the tapes are not being transcribed in a timely manner. To fix when a person is talking no one else should be talking over them, before someone begins they need to state their name for the record, when motions are made they need to be clear and in the minutes, when flipping a tape everyone needs to stop talking until the tape is recording again and the minutes need to be transcribed in a timely manner, etc. Individual microphones will be requested of the Town.

Joan Martin-Brown: what is the avenue to consider a way to respond to the applicant when an answer is not immediately known? Should we table it, go into executive session?

Mr. Brady: you do not have the legal authority to deliberate in private or go into executive session.

John Collier: read in the Town Code that the Board of Adjustments has 30 days before they have to give a decision.

Mr. Brady: you are able to recess and bring a previous discussion up at the next meeting; you do have the 30 days to give a decision. It is allowed to be extended beyond the 30 days with the applicant's consent. A motion is made to table the issue until next meeting with a second and approval of a majority vote.

When an applicant is presenting evidence, the Board can ask questions of the applicant. Public comment should not go to the applicant; it should be through the Board. You are in charge.

2. Additions/corrections to the Agenda

Jack Vessels makes a motion to approve the agenda as written, Marion Jones seconds it. All those in favor "Aye". Motion carried.

3. Approval of Minutes

April 25, 2006 Minutes

Matt Dotterer makes a motion to approve as written, Larry Savage seconds it. All those in favor "Aye". Motion carried.

July 25, 2006 Minutes

Jack Vessels makes a motion to approve as written, Marion Jones seconds it. All those in favor "Aye". Motion carried.

August 22, 2006 Minutes

Brenda Burns makes a motion to defer these minutes for further review, Joan Martin-Brown seconds it. All those in favor “Aye”. Motion carried.

4. *New Business*

Applicants Richard and Lee Wheeler are requesting a sign permit for a home based business at 311 Union Street, further identified by the Sussex County Tax Map Parcel numbers 2-35-14.19-167.00.

Richard Wheeler: in the process of procuring the building, we are an interior and design firm planning to relocate from Greenwood to Milton. Here this evening requesting to place a sign on the front of the property to help 1. advertise and 2. to help designate where they are located.

John Collier: are there any questions?

Joan Martin-Brown: why did you pick the signs that you did shown in your packet?

Mr. Wheeler: those are just examples of what else is along that street, not necessarily what we will use.

Brenda Burns: would you be willing to change your logo to make it more historical looking?

Mr. Wheeler: this is the logo we have had for the last three years and I would hesitate to change that.

Ms. Martin-Brown: wants to go on record as agreeing with Ms. Burns. Does not particularly like that the sign proposed is different from other business signs in fashion and color. Also concerned with placement of sign, does not support the sign free standing on the property.

John Collier: read the Zoning Code section 8.1.1 identification signs. May want to rethink where you are placing sign based on section 8.1.1. Also agrees with everyone else that the sign logo is contemporary and doesn't match the historic based signage in Town. Maybe you could soften the logo a little.

Mr. Wheeler: what kind of guidelines could I go by to create a new sign?

John Collier: Quillen Signs created the last sign for the Town and also assisted with placement.

Ms. Martin-Brown: is there any sense that there are elements in the sign that do not cause problems?

John Collier: color is never a consideration even if we do not like them.

Ms. Burns: feels that one consideration should be the lettering of the sign.

Ms. Martin-Brown: makes a motion to defer the application for 30 days to allow Mr. Wheeler the time to make alterations regarding the shape, location, and lettering of the sign, Ms. Burns seconds the motion. Roll call vote.

Mr. Vessels	“Aye”
Ms. Burns	“Aye”
Mr. Dotterer	“Aye”
Ms. Martin-Brown	“Aye”
Mr. Savage	“Aye”
Ms. Jones	“Aye”
Mr. Collier	“Aye”

Motion carried.

Applicants Kim and Lynn Brittingham are requesting a building permit to replace the roofing material on their home at 301 Union Street, further identified by the Sussex County Tax Map Parcel numbers 2-35-14.19-169.00.

Mr. Brittingham: this building has a leaky roof and we are looking at options to replace*. (Sample given to the Board for review.) We are possibly looking at slate.

Mr. Vessels: makes a motion to approve the application with the slate (per sample), Ms. Burns seconds it.

John Collier: no questions? All those in favor "Aye". Motion carried.

John Collier: motion to adjourn? Matt Dotterer makes a motion to adjourn, Marion Jones seconds it. All those in favor "Aye". Motion carried.

*Currently have copper standing seam which is expensive to replace.